

JENNIFER M. GRANHOLM  
GOVERNOR



STATE OF MICHIGAN  
CIVIL SERVICE COMMISSION

JEREMY S. STEPHENS  
STATE PERSONNEL DIRECTOR

COMMISSIONERS

ANDREW P. ABOOD  
KELLY G. KEENAN  
SHERRY L. McMILLAN  
THOMAS M. WARDROP

February 26, 2009

Mr. Edward A. Timpf, Administrator  
Financial Operations Division  
Michigan Department of Transportation  
425 West Ottawa Street  
Lansing, Michigan 48909

Dear Mr. Timpf:

For fiscal year 2008, the Civil Service Commission was a recipient of state transportation funds. Enclosed are the required reports in support of MDOT Contract No. 2008-0225 and Public Acts 127 and 129 of 2007.

If you have any questions or need additional information, please feel free to contact me at (517) 335-0323.

Sincerely,

A handwritten signature in cursive script that reads "Penny A. Wright".

Penny A. Wright  
Chief Accountant  
Budget and Financial Services

cc: Thomas H. McTavish, C.P.A., Auditor General  
Bob Emerson, State Budget Director  
Joe Carrasco, Senate Fiscal Agency  
Viola Wild, House Fiscal Agency

Enclosures

## Reporting Requirement - Attachment A

Civil Service Commission  
Report of Spending as of September 30, 2008

<u>Description of Services (by Fund)</u>	<u>Amount Received (a)</u>	<u>Expenditure (b)</u>	<u>Encumbrances</u>	<u>Unallotted Appropriation</u>	<u>***Amount of Difference (c)</u>	<u>Amount Returned</u>	<u>Explanation (d)</u>
Blue Water Bridge Fund							
Interdepartmental Contract No. 2008-0225:							
CSC 1% Assessment <sup>1</sup>	\$29,372	\$25,686			\$3,686	\$3,686	CSC refunded excess revenue
Human Resources Optimization <sup>2</sup>					\$0	\$0	
Michigan Transportation Fund					\$0	\$0	
State Trunkline Fund							
Interdepartmental Contract No. 2008-0225:							
CSC 1% Assessment <sup>1</sup>	\$2,521,394	\$2,204,944			\$316,450	\$316,450	CSC refunded excess revenue
Human Resources Optimization <sup>2</sup>	\$205,000	\$165,706			\$39,294	\$39,294	CSC refunded excess revenue
Miscellaneous Charges:							
Flexible Spending Administration	\$33,853	\$33,853			\$0	\$0	
Comprehensive Transportation Fund							
Interdepartmental Contract No. 2008-0225:							
CSC 1% Assessment <sup>1</sup>	\$76,473	\$66,876			\$9,597	\$9,597	CSC refunded excess revenue
Human Resources Optimization <sup>2</sup>					\$0	\$0	
State Aeronautics Fund							
Interdepartmental Contract No. 2008-0225:							
CSC 1% Assessment <sup>1</sup>	\$55,000	\$48,097			\$6,903	\$6,903	CSC refunded excess revenue
Human Resources Optimization <sup>2</sup>					\$0	\$0	
Total Interdepartmental Contracts	\$2,887,239	\$2,511,309			\$375,930	\$375,930	
Total Miscellaneous Charges	\$33,853	\$33,853			\$0	\$0	

Completion of this form is required by all state agencies receiving Transportation-related funding for services provided to MDOT. It must be completed and submitted two months after publication of the state of Michigan comprehensive annual financial report.

(a) The Amount Received column should represent the amounts from Miscellaneous Charges and the amounts included in the Memorandum of Understanding.

(b) The Expenditure column should include cash and accrued expenditures for all services provided to the Transportation-related funds regardless of whether they were billed to or not paid for with transportation-related funds nor included as part of the MOU/contract.

(c) The Difference column is the contract amount less the expenditures and encumbrances. A positive difference indicates the agency received more Transportation-related funding than they had expended. A negative difference indicates the agency did not receive enough funding to cover its expenditures.

\*\*\*If there is a difference (positive or negative), the reason for the difference must be explained in column d.

Please submit this form to Brad Leap, MDOT - Financial Operations Division, at [leapb@miichigan.gov](mailto:leapb@miichigan.gov).

### CSC Notes:

<sup>1</sup> The cost allocation methodology is the constitutional required 1% of aggregate payroll from the above restricted funding sources. Direct services were not provided to these funding sources.

<sup>2</sup> The costs are spread to agencies proportionately based on their share of total state employees. Direct services were not provided to these funding sources.

**Civil Service Commission  
FY2008 1% Funding Analysis - MDOT (Agency 591)**

<b>Agency's Revenue Fund Name</b>	<b>1% Assessment Total</b>	<b>Lapse Refund</b>	<b>Final Amount Paid (After Refunds)</b>
IDT - MTF TO CTF - ADMINISTRATION	\$17,497	\$2,196	\$15,301
IDT - MTF TO STF HIGHWAY SERVICES	\$34,295	\$4,304	\$29,991
CTF-GENERAL PURPOSE	\$56,256	\$7,060	\$49,196
JOBS TODAY BONDS - STATE	\$34,097	\$4,279	\$29,818
1994 STF BOND PROCEEDS-FEDERAL RESTRICT	\$399	\$50	\$349
TRANSPORTATION RELATED TRUSTS-FEDERAL	\$457	\$57	\$400
AERONAUTICS FUND - GENERAL PURPOSE	\$38,352	\$4,813	\$33,539
DOT-FHWA-HWY RESEARCH PLNG & CONSTRUCT.	\$159,646	\$20,037	\$139,609
DOT-FHWA RESEARCH PLANNING CONST (M & T)	\$2,699	\$339	\$2,360
2004A STF BONDS - FEDERAL	\$1,053	\$132	\$921
EDF-TARGET INDUSTRIES-FEDERAL REVENUE	\$46	\$6	\$40
EDF-FEDERAL REVENUE-URBAN CITY CONGEST	\$78	\$10	\$68
DOT - FHWA RESEARCH AND PLANNING	\$49,340	\$6,192	\$43,148
DOT-FED AVIATION ADMINISTRATION	\$10,642	\$1,336	\$9,306
DOT-FTA TRANSPORTATION DEVELOPMENT	\$2,720	\$341	\$2,379
2001 BUILD MI III PROCEEDS-FEDERAL	\$299	\$38	\$261
IDT-MTF TO STF RAIL GRADE CROSSING	\$33	\$4	\$29
IDT-MTF TO STF FOR ECO ENHANCEMENT	\$1,381	\$173	\$1,208
LOCAL FUNDS - ROADS AND BRIDGE CONSTRUCT	\$14,017	\$1,759	\$12,258
IDT - MTF TO STF	\$35,663	\$4,476	\$31,187
IDT - MTF TO STF	\$11,876	\$1,491	\$10,385
EDF-TARGET INDUSTRIES-LOCAL REVENUE	\$33	\$4	\$29
EDF-LOCAL REVENUE-URBAN CITY CONGESTION	\$103	\$13	\$90
EDF-LOCAL REVENUE-RURAL COUNTY PRIMARY	\$312	\$39	\$273
2004A STF BONDS - LOCAL	\$294	\$37	\$257
TRANSPORTATION RELATED TRUSTS-LOCAL	\$2,395	\$301	\$2,094
JOBS TODAY BONDS - LOCAL	\$171	\$21	\$150
ECONOMIC DEVELOPMENT FUND	\$5,769	\$724	\$5,045
EDF-LOCAL REVENUE-RURAL COUNTY URBAN	\$6	\$1	\$5
LOCAL AERONAUTICS MATCH	\$5,506	\$691	\$4,815
MACKINAC BRIDGE - REIMB FOR PAYROLL	\$59,637	\$7,485	\$52,152
BWB-GENERAL PURPOSE	\$29,372	\$3,686	\$25,686
INTERNATIONAL BRIDGE - REIMB FOR PAYROLL	\$26,454	\$3,320	\$23,134
2003 CTF BOND PROCEEDS-AERO-STATE RESTR	\$500	\$63	\$437
PAB-STF RAIL GRADE CROSSING CONVERSION	\$645	\$81	\$564
STF RESTRICTED REVENUE FOR 87800	\$9,657	\$1,212	\$8,445
1994 STF BOND PROCEEDS-STATE RESTRICTED	\$89	\$11	\$78
2004A STF BONDS - STATE	\$32,400	\$4,066	\$28,334
2001 BUILD MI III PROCEEDS-STATE RESTRIC	\$103,300	\$12,965	\$90,335
STF GENERAL PURPOSE CONTRIBUTIONS	\$1,934,750	\$242,823	\$1,691,927
<b>Totals:</b>	<b>\$2,682,239</b>	<b>\$336,636</b>	<b>\$2,345,603</b>